

Van Buren County Brownfield Redevelopment Authority Regular Meeting Minutes September 14, 2022

**Physical Location Component at Board of Commissioners Room,
2nd Floor, Van Buren County Administration Building,
219 E Paw Paw Street, Paw Paw MI 49079**

Remote Component Host: Wayne Nelson, Secretary-Treasurer at the meeting site

Note for the Record—This meeting was held at the stated physical location, with an additional online remote component using Zoom remote meeting software. The meeting notice and tentative agenda, including the Zoom Meeting ID Number and login instructions, were properly and timely posted on the county's website to allow public participation. Each Board Member who attended remotely when a reasonable accommodation to attend remotely under the Americans with Disabilities Act was granted to any Board Member, announced upon the start of the meeting or upon subsequent arrival his/her specific remote location (municipality/county/state), and is accorded quorum and voting status for the meeting. Any other Member attending remotely is not accorded quorum and voting status and is not required to declare a physical location.

1. Call to Order and Determination of Quorum and Attendees

At 3:37 PM, by Vice Chair Lisa Phillips at the request of Chair Gail Patterson-Gladney (attending remotely) with attendees/absentees/remote locations/quorum status as stated above and as follows:

Board Member Attendance Report--Brownfield Redevelopment Authority Board										
Name	Position	Attendance/Quorum Status	Declared Remote Location			Present	Present	+ Late	- Early	Present
			Municipality	County	State	Anytime	@ Start	Arrivals	Departs	@ End
Gail Patterson-Gladney	Chair	Attended remotely	South Haven City	Van Buren	Michigan	Yes	Yes			Yes
Lisa Phillips	Vice Chair	Attended physically				Yes	Yes			Yes
Cynthia Compton	Member	Attended physically				Yes	Yes			Yes
Kate Hosier	Member	Attended physically				Yes	Yes			Yes
Katie Strohauer	Member	Attended physically				Yes	Yes			Yes
Zach Morris	Member	Attended physically				Yes	Yes			Yes
Dr. Patrick Creagan	Member	Did not attend meeting				No	No			No
John Young	Member	Attended physically				Yes	Yes			Yes
Lisa Imus	Member	Did not attend meeting				No	No			No
					Count:	7	7	0	0	7
					Members Present:		7 of 9	7 of 9	7 of 9	7 of 9
					Quorum (Yes/No):		Yes	Yes	Yes	Yes

- a. **Board Members Present (7); Board Members Absent (2; Board Vacancies: (0).** A quorum (7 of 9) is initially present, and a quorum remained throughout the meeting.
- b. **Staff and Others Present:** Secretary-Treasurer Wayne Nelson; Consultant Erik Peterson from Envirologic Technologies Inc.(remotely); Doug Koop from EGLE .

2. **Approval of Agenda**--The prepared agenda was presented. Motion by Hosier, supported by Compton, to approve the agenda. Approved by a vote of 7-0.
3. **Approval of Minutes of Regular Meeting held August 10, 2022**--The draft minutes of the meeting were included in the agenda packet. Motion by Hosier, supported by Morris, to approve the minutes as drafted. Approved by a vote of 7-0.
4. **Public Comment**—Doug Koop of EGLE announced that the next National Brownfields Conference will be Detroit on August 7 - 11, 2023. He also mentioned that there will likely be an increased emphasis on infrastructure and housing in upcoming state redevelopment support.
5. **Secretary-Treasurer's Report**—
 - a. Nelson presented a written report with oral enhancements.
 - b. There were no invoices for approval.
6. **Other Correspondence**—None

7. New Business—

- a. **Report of EPA Grant Application Committee**—The committee members Lisa Phillips, Lisa Imus, Zach Morris, Eric Peterson of Envirologic, Dave Stegink of Envirologic, Sarah Snoeynik of Market Van Buren, and Secretary-Treasurer Wayne Nelson met by Zoom on September 8 to again discuss the timing, amount, and possible content of the next EPA Grant application. There was general consensus to include the Paw Paw target area and support the Ampey Road extension project with its components of commercial and industrial redevelopment and the mitigation of the use of monitored residential water wells due to prior wastewater discharge. The Covert Township area was also targeted for inclusion. Erik advised that the EPA grant submission guidelines have been issued with an application deadline of November 22, 2022.
- b. **Request to VBCBOC for EPA Grant Application Process to Proceed**—Motion by Hosier, supported by Young, to request the VBCBOC to approve and allow the VBCBRA to apply for an EPA Grant under guidelines issued recently with applications due by November 22, 2022. Approved by a vote of 7-0.
- c. **Other New Business**—We have received information from the Paw Paw Housing Commission about a proposal for redevelopment of sites along Commercial Avenue and South Gremps Street lying north of the Paw Paw Brewing development. This could lead to a request for assistance at a future meeting.

8. **Ongoing Business—EPA Grant/Brownfield Plan Project Updates**—Consultant Erik Peterson mentioned that he is about to submit request for eligible costs approval for the BP for The Lodge in South Haven Township.

9. Other Business/Reports

- a. **Land Bank Authority Report**—Cindi Compton no longer serves on the VBCLBA Board, having been replaced by Suzanne Glomski to represent the real estate community. The VBCLBA did not meet this month.
- b. **Economic Development Corporation and Other Economic Development Report**—Zach Morris reported that there is still substantial interest in business expansion projects in our area, and that the state is emphasizing new and existing housing programs and grants through the Michigan State Housing Development Authority. A general discussion on these topics ensued.

10. General Member Comments—None

11. **Adjournment**—Motion by Hosier, supported by Compton, to adjourn. Approved by a vote of 7-0. All business being completed, the meeting was adjourned by the Vice-Chair at 4:18 PM.



Wayne Nelson, Secretary-Treasurer
Van Buren County Brownfield Redevelopment Authority

Acronyms used in BRA Minutes:

Acronym	Type	Meaning
BRA or VBCBRA	Agency	Van Buren County Brownfield Redevelopment Authority
EPA	Agency	U. S. Environmental Protection Agency
EGLE	Agency	Michigan Department of the Environment, Great Lakes, and Energy
MEDC	Agency	Michigan Economic Development Corporation
SLBA	Agency	Michigan State Land Bank Authority
VBCLBA or LBA	Agency	Van Buren County Land Bank Authority
VBC	Agency	Van Buren County
VBCBOC or BOC	Agency	Van Buren County Board of Commissioners
VBCEDC or EDC	Agency	Van Buren County Economic Development Corporation
BEA	Environmental Term	Baseline Environmental Assessment
DDCC	Environmental Term	Documentation of Due Care Compliance
ESA	Environmental Term	Environmental Site Assessment (as in Phase II ESA)
QAPP	Environmental Term	Quality Assurance Project Plan
ETI	Company	Envirologic Technologies Inc, the EPA Grant contractor
BP	Brownfield Term	Brownfield Plan
LBRF	Brownfield Term	Local Brownfield Revolving Fund
ED	General Term	Economic development
SEV	Property Tax Term	State Equalized Value-should approximate 50% market value
TV	Property Tax Term	Taxable Value-the value for property tax rate billing